

## **Additional Information for Development of Technical Proposals**

The attached Technical Proposal template provides prospective Offerors with additional information on how to develop their proposals and what specific items to address or emphasize. These items cover areas of special concern to the Forest Service and the community collaborative, which has participated in the development of this project. They are areas where we are more likely to consider tradeoffs between price and quality. You may use the attached template or develop your own, however all items listed in the Offer for Integrated Resource Contract Form should be addressed in your Technical Proposal.

Remember!

- What you put down in your Technical Proposal becomes a binding part of the Contract (see G.3.1.1 Inclusion of Technical Proposal). **Do not include items you do not intend to do!**
- If it fits, include adaptive approaches. These might help to make sure you are not tied into actions that may become unnecessary. They can also be used to describe to the Forest Service how operations will be done differently if problems arise.
- We understand that what you put in your Technical Proposal may have a price tradeoff. The government is looking for the offer that is both technically acceptable and whose technical/price relationship is the most advantageous to the Government.

Also, to further assist you in completing the technical proposal, the italicized text provide contractors with details on information to provide in response to the evaluation criteria. Suggestions listed are not all inclusive and the contractors should add other information as appropriate.

Technical Proposal  
**Bridge Thin STWD Integrated Resource Contract**

PREPARED FOR THE CENTRAL COAST RANGER DISTRICT  
SIUSLAW NATIONAL FOREST

NOTE:  
SUBMISSION OF OFFERS AND TECHNICAL PROPOSALS ARE DUE BY  
August 11, 2011, 10:00 am

This Technical Proposal is being submitted in response to the advertisement of the Bridge Thin STWD Integrated Resource Contract advertised on June 14, 2011 in the Gazette-Times. A Price Proposal is submitted on the enclosed "Offer For Integrated Resource Contract" form FS-2400-14BVU.

I understand that Bridge Thin STWD Integrated Resource Contract will be awarded based on a Best Value determination. One award will be made to the Offeror (a) whose proposal is technically acceptable and (b) whose technical/price relationship is the most advantageous to the Government.

This Technical Proposal, along with the FS-2400-14BVU Price Proposal, constitutes a firm offer and binds this company to accept award under the terms of the sample contract, the offer form, and any of the accepted terms of this Technical Proposal.

\_\_\_\_\_  
Name of Offeror

\_\_\_\_\_  
By (signature)

\_\_\_\_\_  
Date

A) Price Proposal (fill out and enclose form FS-2400-14BV)

NOTE: For the Bridge Thin STWD Integrated Resource Timber Contract, price will be considered to be of less importance than the Technical Approach when evaluating offers.

B) Technical Approach

- 1) Operating Schedule - provide an operating schedule showing how you plan to complete contract activities within the contract term.

*Some things to consider when developing your schedule and that you could include as part of your response include;*

- *the sequence of work – correctly recognizing the order and timing in which things are required to be done, i.e. road completion date, summer logging, winter logging, etc.*
- *cash flow issues associated with doing the project work before logging begins.*
- *flat rate timber prices – How does your schedule address the risk associated with a flat rate timber price over a 5 year contract period. Have you taken possible price increases into account for the service type stewardship projects in the price entered on the offer form to complete the work?... or is one not needed?*

- 2) Quality Control Plan - attach your General Quality Control Plan
- 3) Methods - describe what logging methods, e.g. running skyline, whole tree mechanized, harvester, etc. will be used and how these will meet requirements. Describe how the selection of equipment will meet contract specifications.

*Does the choice of logging system meet contract requirements? Are you going to use a method that will produce better results? Will the equipment be able to meet the contract specifications for varying piece sizes? Will the equipment be able to complete the work in the timeframe required in the contract?*

C) Capability and Past Performance

- 1) Fill out the following Capability and Past Performance Information Sheet for each of your key supervisory personnel and for each subcontractor you intend to use.

D) Utilization of Local Work Force

- 1) On each of the attached Capability and Past Performance Information Sheets list the physical address of each subcontractor and whether they have historically done contracts within the Mary's Peak Stewardship Area.
- 2) How does your hiring, training, or subcontracting help to develop a multi-skilled local workforce and provide greater opportunities for year-round work in Mary's Peak Stewardship Area?

## Capability and Past Performance Information Sheet

Name and Location of Company - (physical address of company)

Work Activities - (list applicable supervision, harvest, rd construction, or stewardship projects)

Key Personnel - (list owner, field reps, etc.)

Past Contracts - (list contracts within past 3 years which involve similar work)

Equipment - (list specific equipment that will be used to accomplish the contract activity)

Methods - (indicate specific methods if appropriate)

Production Capability - (list production capability in terms of work activity unit of measure)

Special qualifications, experience, or education

## General Quality Control Plan

Quality Control is an important emphasis item for the Bridge Thin STWD Integrated Resource Contract. Offeror are encouraged to develop an effective plan for ensuring that their operations are in compliance with all contractual requirements. Offerors should develop a General Quality Control Plan that addresses the following four questions:

1. How will quality be monitored to assure performance standards are met?

*Example: Break down the response into major work areas. For example, tree topping, logging, and planting. For all items, you might mention whether you want a pre-work in the field to discuss quality before activities begin.*

*Logging: list examples of the types of things that will be monitored, e.g. residual tree damage, soil displacement and compaction, determining whether appropriate logging conditions are met, cutting only designated trees (no orange), landing size, etc. Indicate whether there is a separate quality control process and how often it will occur, i.e. is your field representative going to take some extra time every day/once a week to review all aspects of quality control? (or, do you just rely on every worker to do their job properly?) Will he be documenting the results of monitoring or just reporting problems verbally to the Contractor's Rep and Forest Service?*

*Tree topping: Indicate the process you will use to determine whether you are meeting the number of trees to be treated in the specifications. Will this require frequent visits by Forest Service to make sure you are on track?*

*Underplanting: Indicate how you will organize to do the required self inspections. Will the individuals doing the work self inspect their work or will there be a separate individual. How often will these inspections be done? Who will be responsible for the required paperwork, the Contractor's Rep or the Field Rep.*

2. How will the quality control work be supervised?

*This is the next higher level of supervision, i.e. how will the Contractor's Rep type supervise the Field Rep's work? How often can we expect the CR to be there? Will the CR do a sample inspection as well, e.g. "once a week the Contractor's Rep will review the results of the quality monitoring for that week (written or verbal) with the Field Rep and do a walk through sample inspection of the completed area to discuss and verify quality control inspections. If there are problems that were not identified by the Field Rep what will be done? (the FR says "everything looks great" and you find that an obvious problem with orange painted trees cut... someone's not doing their quality control job)*

3. How will results of the monitoring be used to ensure quality performance?

*If the inspections indicate a problem, how will that be addressed? For example, "The Field Rep will review the problem with those that did the work, require that it be reworked before further work is done (if it can be corrected), and inspect the next batch of work more frequently until it is determined that the problem is corrected. The Field Rep will report quality issues to the next higher level (Contractor's Rep) and to the Forest Service contract administrator".*

4. Identify, by work activity, the personnel responsible for performing quality control?

*As described above the Contractor's Rep supervising quality control will be \_\_\_\_\_. The Field Rep responsible for quality control monitoring of logging will be \_\_\_\_\_. The Field Rep for <name of work item> will be \_\_\_\_\_. The Field rep for <name of work item> will be \_\_\_\_\_.*

*or*

*Name of person will be the contractor's representative supervising quality control and all work items included in this contract.*

*or*

*Something similar to these.*